

Affiliate ID Generator User's Guide

Document Version 2.1
Software Version 2.0
April 2008

Cable Television Laboratories, Inc. (CableLabs®)
858 Coal Creek Circle
Louisville, Colorado 80027-9750

Telephone: 303.661.9100

Fax: 303.661.9199

www.cablelabs.com

Copyright

© 2007, 2008 Cable Television Laboratories, Inc. All rights reserved.

Go2Broadband is a registered Service mark of Cable Television Laboratories.

CableLabs® is a registered Trademark of Cable Television Laboratories.

All other registered trademarks, trademarks, and service marks are property of their respective owners. Specifications are subject to change without notice.

Caution

This document contains proprietary, confidential information that is the exclusive property of CableLabs®. If you do not have a valid agreement with CableLabs for the use of this document, or have not signed a non-disclosure agreement with CableLabs, then you received this document in an unauthorized manner and are not legally entitled to possess or read it.

Use, duplication, and disclosure are subject to restrictions stated in your agreement with CableLabs.

Disclaimer

This document is published by Cable Television Laboratories, Inc. ("CableLabs®").

This document is not to be construed to suggest that any company modify or change any of its products or procedures, nor does this document represent a commitment by CableLabs or any cable operator to offer any service described herein or to enter into any marketing, sales, or other arrangements. This document is not to be construed as an endorsement of any product or company.

The terms, conditions, and requirements specified in this document may be revised from time to time. Affiliate acknowledges that it may be required to modify procedures or processes to comply with new requirements.

Contents

CONTENTS.....	3
PREFACE	4
Purpose of This Document.....	4
Audience	4
Revision History.....	4
How this Document is Organized	4
Notational Conventions.....	4
About CableLabs	5
About the Go2Broadband Project.....	5
OVERVIEW	6
Prerequisites.....	6
OBTAINING A G2B AFFILIATE ID.....	7
VIEWING YOUR AFFILIATE ID AND AGREEMENT	13

Preface

Purpose of This Document

The Affiliate ID Generator User's Guide provides the information needed to obtain an Affiliate ID using the Affiliate ID Generator.

Audience

This guide is intended for Affiliates doing business with MSOs.

Revision History

Date	Version	Description	Author
September 2004	Software Version 1.0 Document Version 1.0	User's Guide for Affiliate ID Generator	
February 2008	Software Version 2.0 Document Version 2.0	Updates for new software version and user interface changes for the AIG application. Adds support for Link Affiliates. Removes requirements for Non-Disclosure Agreement. Adds reference to three different types of Affiliate Commercial Agreements. Miscellaneous formatting and usability improvements.	Frank Nowell
April 2008	Software Version 2.0 Document Version 2.1	Added Help link to screen captures. Added two new screen captures.	Steve Suehrstedt and Frank Nowell

How this Document is Organized

This document contains the following:

- Overview – describes the Affiliate ID Generator and lists prerequisites for using it.
- Obtaining a G2B Affiliate ID – provides steps for obtaining an ID (for first-time users).
- Viewing your Affiliate ID and Agreement – provides steps for returning to the Affiliate ID Generator site to view your information (for returning users).

Notational Conventions

This document uses the following conventions:

- Field names and screen buttons are shown in **boldface** type:

Enter a 10-digit telephone number in the MSO transfer # field and click **UPDATE**.

- Screen names are shown in **boldface** type:

Enter the appropriate URL into your browser's Address line and press **Enter**. The **Welcome** screen displays.

- The NOTE box denotes recommendations, tips, or hints that may help you. The NOTE box also denotes actions that can have unintended, but not harmful, consequences.

NOTE: Example of a note comment

- The CAUTION box denotes actions that could potentially harm the G2B system.

CAUTION: Example of a caution comment

About CableLabs

Founded in 1988 by members of the cable television industry, Cable Television Laboratories is a non-profit research and development consortium dedicated to pursuing new cable telecommunications technologies and helping its cable operator members integrate those advancements into their business objectives. Cable operators from around the world are members.

About the Go2Broadband Project

Go2BroadbandSM (G2B), a service of CableLabs[®], creates an Internet-based electronic commerce tool to assist affiliated computer makers, retail partners, and content providers in selling cable services. G2B is the cable industry-wide tool that not only identifies what cable services are available at an address, but links Affiliates directly with the cable operator(s) so that services may actually be ordered. G2B supports the deployment of DOCSIS modems bringing together cable operators with organizations wishing to promote high-speed data and other digital cable services. Participating Affiliates benefit by becoming part of an industry-wide solution. The G2B gateway portal provides a basic interface for submitting a single address query and connecting with numerous cable operators. G2B facilitates real-time service and pricing information from the cable operators to the end-user in direct response to the service query.

The benefits to cable operators and consumers are:

- G2B transfers valuable service and pricing information directly from multiple cable operators to the retailer and the end-user. This up-to-the-minute reply results in convenience to consumers and efficiency for cable operators;
- In addition, G2B can deliver information on a portfolio of digital services available from the cable operators.

Overview

Go2BroadbandSM (G2B) is a real-time messaging system used by Affiliates — retailers, computer manufacturers, modem manufacturers, content providers, and Internet service providers — to identify (on behalf of their customers) which cable services are available for a particular customer's address. The system is also used to communicate an order request to the cable multiple services operator (MSO).

An Affiliate ID is a unique identifier assigned by G2B to an Affiliate whose Affiliate site has been accepted. The G2B system uses the Affiliate ID for security identification and reporting.

G2B Affiliate ID Generator (AIG) is a web-based application that assigns IDs to affiliates. Affiliates can obtain an ID via the Affiliate ID Generator website.

Prerequisites

Make sure the following prerequisites have been met:

- The company obtaining an Affiliate ID has been accepted as a GB2 Affiliate site.
- You have received a valid URL from the company for which you are obtaining a G2B Affiliate ID.

The G2B Affiliate ID Generator website requires that an affiliate group be included in the query string of the website URL upon entry. In the URL <https://my.go2broadband.com/AIG?ag=xxx>, the string xxx is your assigned affiliate group. Here is an example:

<https://my.go2broadband.com/AIG?ag=555>

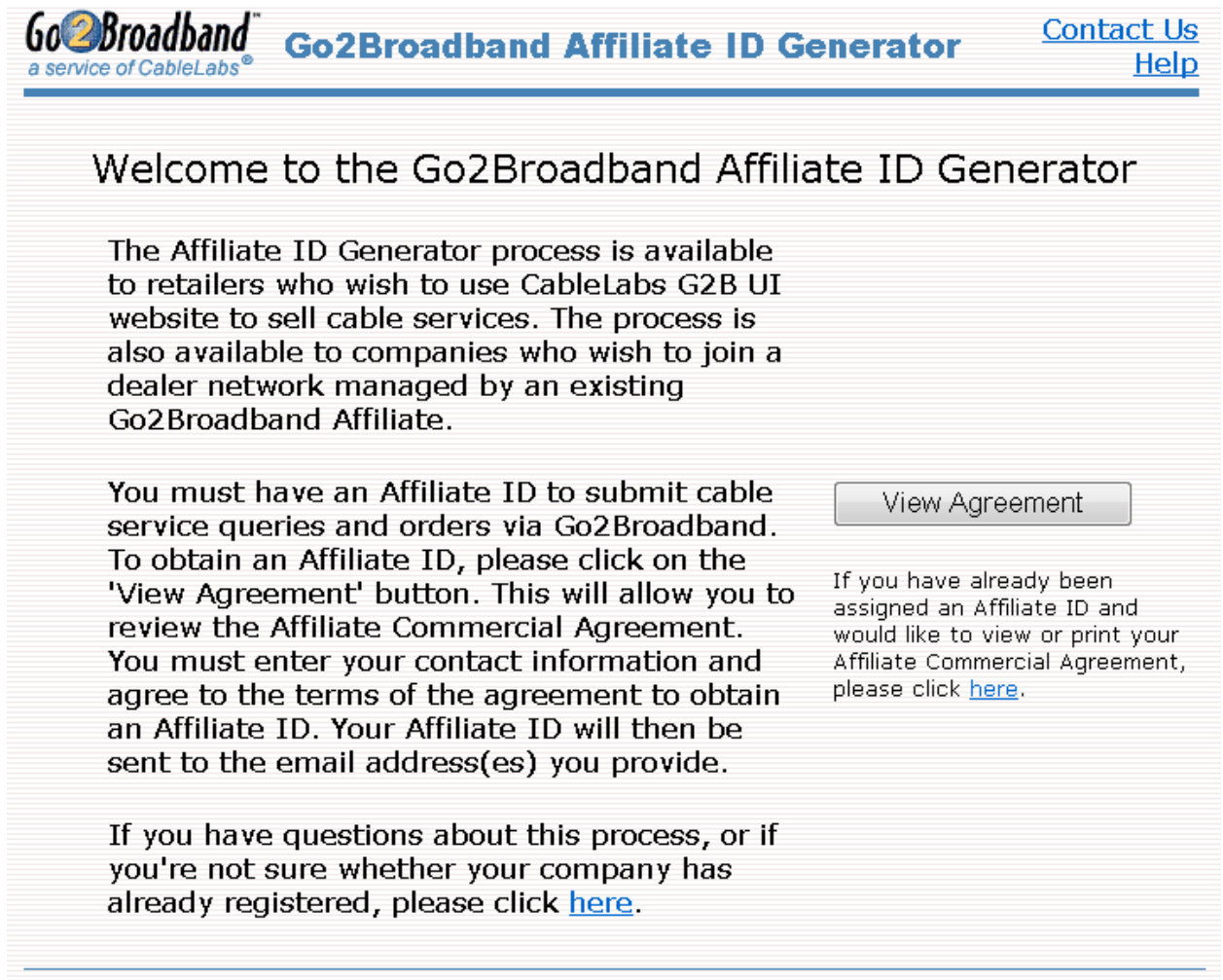
In this example, 555 is an assigned affiliate group.

NOTE: If `?ag=xxx` is not included in the URL, an error screen will appear when you enter the URL.

Obtaining a G2B Affiliate ID

►To obtain a G2B Affiliate ID:

1. Enter the URL for the **G2B Affiliate ID Generator** website into your browser.
Make sure to include in the URL the query string for your assigned affiliate group.
The **Welcome** screen displays.



The screenshot shows the top of a web page with the Go2Broadband logo (a service of CableLabs) on the left, the title "Go2Broadband Affiliate ID Generator" in the center, and "Contact Us" and "Help" links on the right. Below the header is a large heading "Welcome to the Go2Broadband Affiliate ID Generator". The main content area contains three paragraphs of text. The first paragraph explains the purpose of the generator. The second paragraph describes the requirements for using the service and includes a "View Agreement" button. The third paragraph provides a link for users with existing IDs. The page has a light gray background with a blue border at the top and bottom.

Go2Broadband
a service of CableLabs®

Go2Broadband Affiliate ID Generator

[Contact Us](#)
[Help](#)

Welcome to the Go2Broadband Affiliate ID Generator

The Affiliate ID Generator process is available to retailers who wish to use CableLabs G2B UI website to sell cable services. The process is also available to companies who wish to join a dealer network managed by an existing Go2Broadband Affiliate.

You must have an Affiliate ID to submit cable service queries and orders via Go2Broadband. To obtain an Affiliate ID, please click on the 'View Agreement' button. This will allow you to review the Affiliate Commercial Agreement. You must enter your contact information and agree to the terms of the agreement to obtain an Affiliate ID. Your Affiliate ID will then be sent to the email address(es) you provide.

If you have questions about this process, or if you're not sure whether your company has already registered, please click [here](#).

[View Agreement](#)

If you have already been assigned an Affiliate ID and would like to view or print your Affiliate Commercial Agreement, please click [here](#).

2. Click **View Agreement**.
The **Affiliate Commercial Agreement** screen displays.



Go2Broadband Affiliate Commercial Agreement

Read the following Affiliate Commercial Agreement carefully. If you are authorized by your company to accept this agreement and desire to obtain a Go2Broadband Affiliate ID, fill in the information and click on the 'Continue' button below.

GO2BROADBAND, A CableLabs® SERVICESM
AFFILIATE COMMERCIAL AGREEMENT
(FOR AFFILIATES LINKING DIRECTLY TO GO2BROADBAND)

THIS AGREEMENT (“Agreement”), effective on _____, 200__ (the “Effective Date”), is by and between Cable Television Laboratories, Inc., (“CableLabs”), a Delaware non-stock membership corporation with offices at 858 Coal Creek Circle, Louisville, Colorado 80027-9750, USA; FAX: 303/661-9199 and the Go2Broadband Affiliate identified below (“Affiliate”).

CableLabs developed an Internet-based messaging service (“Go2Broadband”) that enables a visitor to the Go2Broadband web site to identify which cable multiple system operator(s) (“MSO”) may offer cable modem related and other advanced cable services. (“Cable

The window near the top of this screen shows your commercial agreement. The agreement that displays varies according to which type of affiliate is relevant: standard, link or dealer. You can scroll in this window to display different parts of the agreement.

Below the commercial agreement window are fields to enter your company information. For affiliates other than dealers, **Cable Company Information** fields are displayed.

Company (Affiliate)	
* Company Name	<input type="text"/>
* Street Address	<input type="text"/>
* City	<input type="text"/>
* State	<input type="text"/>
* Zip Code	<input type="text"/>
Website Url	<input type="text"/>
Business Contact	
Business Contact Name	<input type="text"/>
Title	<input type="text"/>
Phone Number	<input type="text"/>
E-Mail Address	<input type="text"/>
Technical Contact	
Technical Contact Name	<input type="text"/>
Title	<input type="text"/>
Phone Number	<input type="text"/>
E-Mail Address	<input type="text"/>
Cable Company Information	
* Cable Company	<input type="text" value="Select..."/>
* Representative Name	<input type="text"/>
* Representative Email	<input type="text"/>

NOTE: The fields on this screen may be pre-populated for your company. You can enter or modify information in the fields as needed.

3. Read the Affiliate Commercial Agreement carefully. For a printer-friendly version of the agreement, click **Print** at the bottom of the screen.
4. If you agree to the terms of the agreement, enter your company's information in the **Company (Affiliate)**, **Business Contact**, **Technical Contact** and **Cable Company** fields.

Required fields are indicated with an asterisk *.

For the **Cable Company** fields (for affiliates other than dealers), enter the name of the cable company for whom you will be selling services, the name of the person you are working with at the cable company, and that person's email address. This information will be used to contact the cable company to notify them that the Affiliate ID has been assigned.

- When your company information is complete, complete the **Agreed to By** fields and check the box to indicate you understand and agree to the terms of the agreement.

Agreed To By

* Name

* Title

* Phone Number

* E-Mail Address

* Confirm E-Mail Address

* I certify that I have read, understand, and agree to the Affiliate Commercial Agreement.

NOTE: You must check the box in order to continue and receive an affiliate ID.

- Click **Continue**.
- The **Confirm Affiliate Commercial Agreement Information Screen** displays. This lets you verify and change the information you entered.



Go2Broadband Affiliate ID Generator

[Contact Us](#)
[Help](#)

Confirm Affiliate Commercial Agreement Information

Please verify that all of the information you entered is correct. To complete the process of obtaining a Go2Broadband Affiliate ID, click the 'Continue' button. To modify the information you provided, click the 'Modify' button. To cancel the registration process, click the 'Cancel' button.

Company (Affiliate)

Name **FN Electronics**
Street Address **123 Maple Street**
City **Thornton**
State **CO**
Zip Code **80233**
Website Url

Business Contact

Name **John Jones**
Title **Vice President**
Phone Number **555-555-1234**
E-Mail Address

Technical Contact

Name **Julie Adams**
Title **IT Manager**
Phone Number **555-555-4321**
E-Mail Address

Cable Company

Cable Company **Mythical Cable**
Representative Name **Alex James**
Representative Email **ajames@mythicalcable.com**

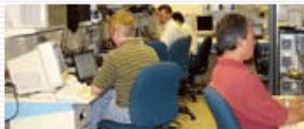
Agreed By

Name **Jane Smith**
Title **President**
Phone Number **555-555-5678**
E-Mail Address **jsmith@fnelectronics.com**

Continue

Modify

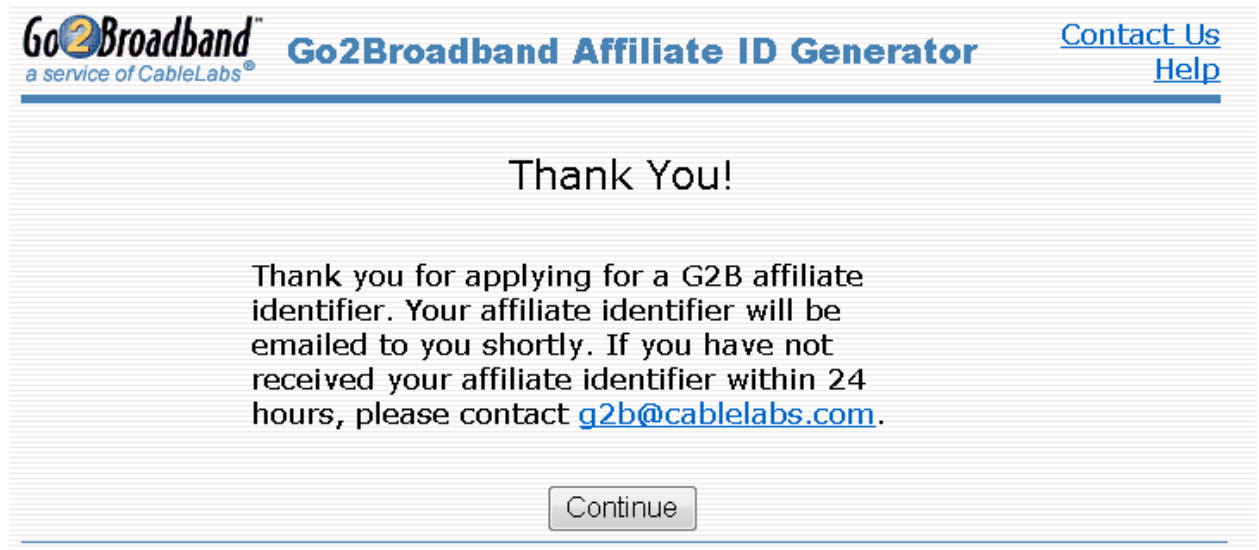
Cancel



- To change any of your company information, click **Modify** and make changes. You will need to re-check the box indicating agreement with the terms.

9. When your company information is complete, click **Continue**.

The **Thank You** screen displays.



An email will be sent to you containing your company's new GB2 Affiliate ID. For affiliates other than dealers, an email will also be sent to the Cable Company contact.

10. Click **Continue**.

You will be returned to the URL you were using before coming to the Affiliate ID Generator. If you are returned to the AIG Welcome screen, you can close your browser.

Viewing your Affiliate ID and Agreement

Once you have been assigned an Affiliate ID, you can return to the AIG website at any time to find your assigned Affiliate ID, see your company information entered earlier, and view or print your commercial agreement.

► **To return to the AIG website and view your Affiliate ID and Commercial Agreement:**

1. Enter the URL for the **G2B Affiliate ID Generator** website into your browser.

Make sure to include in the URL the query string for your assigned affiliate group.

The **Welcome** screen displays.

Go2Broadband
a service of CableLabs®

Go2Broadband Affiliate ID Generator

[Contact Us](#)
[Help](#)

Welcome to the Go2Broadband Affiliate ID Generator

The Affiliate ID Generator process is available to retailers who wish to use CableLabs G2B UI website to sell cable services. The process is also available to companies who wish to join a dealer network managed by an existing Go2Broadband Affiliate.

You must have an Affiliate ID to submit cable service queries and orders via Go2Broadband. To obtain an Affiliate ID, please click on the 'View Agreement' button. This will allow you to review the Affiliate Commercial Agreement. You must enter your contact information and agree to the terms of the agreement to obtain an Affiliate ID. Your Affiliate ID will then be sent to the email address(es) you provide.

If you have questions about this process, or if you're not sure whether your company has already registered, please click [here](#).

[View Agreement](#)

If you have already been assigned an Affiliate ID and would like to view or print your Affiliate Commercial Agreement, please click [here](#).

2. Click on the link for returning affiliates.

If you have already been assigned an Affiliate ID and would like to view or print your Affiliate Commercial Agreement, please click [here](#).



Login to View Go2Broadband Affiliate Commercial Agreement

Please enter your Email address and password, then click the 'View Agreement' button to view the Affiliate Commercial Agreement.

To request a password, please click [here](#).

Registered Users

E-Mail Address *

Password *

* Denotes a required field.

3. If you have already been assigned a password, skip to step 6. Otherwise, click on the request to be sent a password.
4. Enter your email address in the **Email Address** field.



Go2Broadband Affiliate ID Generator Password Request

Please enter your Email address and click the 'Submit' button. The password associated with this E-Mail address will be sent to this E-Mail address shortly.

Enter Email Address

Email Address *

* Denotes a required field.

You will be sent a password via email immediately. Check your email for the password.

5. Click **View Agreement** to return to the login screen.
6. Enter your email address in the **E-Mail Address** field.
7. Enter your password in the **Password** field.

If the email address and password you entered is a valid email address for a registered affiliate, the **Affiliate Commercial Agreement** screen displays.

Near the top of the screen, your **Affiliate ID** is displayed.

Your company has already agreed to an Affiliate Commercial Agreement. Your
G2B Affiliate ID is: **299995**

The window just below your Affiliate ID shows your commercial agreement. You can scroll in this window to display different parts of the agreement. You can display a printer-friendly version of the agreement by clicking **Print**.

NOTE: The agreement that is displayed is the one you originally agreed to when obtaining an affiliate ID.

Below the agreement window, your company information is displayed. This is the information you entered when obtaining an Affiliate ID, and cannot be modified.

If any of your company information needs to be updated, please contact Cable Labs at:
g2b@cablelabs.com

8. When you are finished, click **Cancel** or close your browser.